**Custer County Library Board**

**Minutes**

**February 13, 2019 Custer County Library**

*The Custer County Library Board of Trustees met at 1:00 p.m. on Wednesday, February 13th in the Library Conference Room. Attendees included Trustees Renee’ Starr, Seyward Rittberger, Marcy Swanda and Jim Laverick; Commissioner Craig Hindle , and Library Director Doris Ann Mertz. President Jim Laverick chaired the meeting.*

**AGENDA CHANGES/CORRECTIONS**

**MINUTES**

* **January 17th Board Minutes***: Marcy moved to accept the minutes as presented. Renee’ seconded the motion.*

**TREASURER REPORT**: *Marcy moved to approve the treasurer’s report. Renee’ seconded the motion.*

* **GENERAL CHECKING : $9,313.64 Balance as of 01/31/19**
* **COUNTY SPREAD SHEET: Expended 7.7%**

**LIBRARIAN REPORT:** *Trustees received a hard-copy of the Librarian Report for February discussing the topics below and including the Library statistics for January. The Report is attached to and is part of this month’s Minutes.*

* **Foundation**
* **Smart Phone Class for Seniors**
* **Book Chat**
* **To Be Rescheduled – Minute to Win It and *Pain Seeking Understanding* Book Talk**

**UNFINISHED BUSINESS***:*

* **Facilities Improvement**

*The Building Committee composed of Project Manager Craig Walz, County Commissioner Craig Hindle, Library Board Representative Jim Laverick, and Library Director Doris Ann Mertz will have their initial meeting on February 27th at 3:00 p.m. at Do It Best Hardware..*

**NEW BUSINESS***:*

* **SD Public Library Survey – Annual Report**

*Doris Ann reviewed the 2018 Annual Report with the board in accordance with SD Codified Law 14-2-40(6). She also reviewed the cover letter, and “Library Value Calculator” that she plans to submit to the Commission along with the annual report. Marcy moved to approve the report and forward to the County Commission. Renee’ seconded the motion. The motion carried. Jim signed the Survey Certification Form*

* **Board Training – Video #3 from Wyoming State Library**

*All 6 present for the meeting watched the approximately 10-minute long training video from the Wyoming State Library: “Trustee Training 3: Meetings” and discussed the topic after the video.*

**ANNOUNCEMENTS:**

* AARP Tax Preparation on Mondays
* Crafternoon Delight on Wednesdays at 3 p.m
* Creative Writing February 13th and 27th at 6 p.m.
* ACT Prep – February 26th
* Jump Start (Summer Reading) Training – February 26th from 10:00 a.m. to 3:00 p.m.
* Building Committee Meeting – February 27th at 3 p.m. at Do It Best
* Book Chat – February 28th at 4:30 p.m.
* Stress Management Class (Senior Project) – March 2nd at 3:00 p.m. at Senior Center
* Jump Start (Summer Reading) Training – March 7th from 10:00 a.m. to 3:00 p.m.

**ADJOURNMENT:** *The meeting was adjourned at 1:45 p.m.*

**NEXT MEETING:** *March 13h at 1:00 p.m.*

**

Doris Ann Mertz

Secretary/Treasurer

**Librarian Report – February, 2019**

**Foundation Update**: The Foundation held its Annual Meeting on January 29th. They re-elected the 2018 officers with Ann Snow as President, Terry Reetz as Vice-President, and Laura Burns as Secretary/Treasurer. Jim introduced Seyward as the new Library Board Liaison. A prospective member, Mary Rothenberg attended the meeting. Edward Jones representative, Kris Zerbe, gave a presentation to the group on their investments. The Website Committee has made several updates to the website and plans to make more in the future. Prospective members and donors will soon be able to complete an online form designed by Council Member Rose Kor. Jim presented a proposed 5 Year Plan and collected feedback. The Council elected to participate in the Custer Trade Show again on Saturday, March 2nd.

**Smart Phone for Seniors Class:** The class was well-attended with 17 participants and 3 leaders. Jeff Barnes of Black Hills Electric Coop volunteered to help Thea and me lead the class. The class was a little chaotic because we had a higher turnout than we were expecting. I hope that the participants gained some information from the class and will set up personal appointments with us through the Book-a-Librarian program on issues that we didn’t cover. We learned a few things: 1) There is a demand for this training, 2) We should teach a class for Android phones separate from a class for iPhones in order to reduce class size and minimize confusion, and 3) We should ask those who plan to attend to bring their Google Account passwords or Apple ID passwords with them. We could not download any apps without those passwords. I will coordinate with Thea and Jeff on offering similar basic classes in the future.

**Book Chat:** January Book Chat attendance was down to 8 participants from a high of 16 in December. Half of the group participants were male this month. It is unlikely that Amy Kirk will be able to lead the Chat again in the near future due to her new job.

**To Be Rescheduled:** Thea had planned a “Minute to Win It” Game Night for teens to be held on February 7th and a “Pain Seeking Understanding” Book Discussion with Keith Craft to be held on February 8th. We cancelled the programs due to the passing of her sister and plan to reschedule them in the near future.